

OPEN ENROLLMENT 2006

May 8, 2006 – May 24, 2006

Hands-on Health Care



DON'T MISS YOUR ONCE-A-YEAR OPPORTUNITY TO ENROLL OR MAKE CHANGES TO YOUR CURRENT HEALTH, DENTAL, BLOOD BANK AND STATEWIDE SUPPLEMENTAL BENEFIT PLANS!

HEALTH, DENTAL AND BLOOD BANK:

- If you are not making any changes to your plans, you do not need to logon to eBenefits!
- If you do wish to make changes—whether enrolling for the first time, making a change from one plan to another, or terminating coverage for yourself or your dependents for health, dental or blood bank—you must do so online.
- Login Instructions to access the online enrollment site will be sent with your open enrollment booklet directly to your home address at the end of April.
- Following Open Enrollment, a Confirmation Statement will be mailed to your home address. If the information on your Confirmation Statement is correct, simply keep it for your records. If there are any errors, you must contact your agency/organization Human Resources Office no later than June 9, 2006. This is only to correct errors made during the online enrollment process, not to make changes to your benefits.

ALL EMPLOYEES WHO HAVE THEIR SPOUSE ON THEIR MEDICAL POLICY THROUGH THE STATE MUST COMPLETE A SPOUSAL COORDINATION OF BENEFITS FORM DURING OPEN ENROLLMENT:

- Complete online at <http://personnel.spo.state.de.us/cob/>. Once complete, you may print a copy for your records, then click “Submit” or;
- Complete the paper form in your Open Enrollment Booklet and return to your agency/organization Human Resources Office no later than May 24, 2006.
- Failure to complete this form during open enrollment for enrolled spouses may jeopardize their health coverage.

STATEWIDE SUPPLEMENTAL BENEFITS:

- This is your once-a-year opportunity to enroll in the Vision coverage provided through VSP or Legal Insurance through ARAG. These plans are binding elections for one year. If you previously enrolled and wish to remain enrolled, no action is required.
- Auto/Home Insurance through Liberty Mutual and Pet Insurance through PetCare are also open for enrollment during our annual open enrollment. These plans, unlike the Vision and Legal plans, are open for enrollment year long.
- Long Term Care Insurance through John Hancock Insurance Company is available for enrollment during Open Enrollment and throughout the year with evidence of insurability (unless you are a new hire or newly eligible employee).
- See your Open Enrollment booklet for more information on these plans and how to enroll or logon to www.motivano.com. Motivano serves as the plan administrator for these plans to coordinate eligibility and payment.

**SEE THE REVERSE SIDE OF THIS FLYER FOR DATES
WITH NEW TIMES AND LOCATIONS FOR THE 2006 HEALTH FAIRS!**

**Mark your calendar NOW and plan to attend one of the following
Statewide Benefit Health Fairs!
New Times and Locations!**

BENEFIT HEALTH FAIR DATE	LOCATIONS	TIMES
<i>Monday, May 8, 2006</i>	<i>Rehoboth Beach Convention Center 229 Rehoboth Avenue Rehoboth, DE 19971</i>	<i>10:00 a.m. until 3:00 p.m.</i>
<i>Wednesday, May 10, 2006</i>	<i>Polytech Adult Education Conference Ctr 823 Walnut Shade Road Woodside, DE 19980 <u>Looking Glass Restaurant</u></i>	<i>10:00 a.m. until 3:00 p.m.</i>
<i>Friday, May 12, 2006</i>	<i>Christiana Fire Company 2 East Main Street Christiana, DE 19702 <u>Memorial Hall</u></i>	<i>10:00 a.m. until 3:00 p.m.</i>
<i>Monday, May 15, 2006</i>	<i>Chase Center on the Riverfront 800 S. Madison Street Wilmington, DE 19801 <u>Riverfront Ballroom</u></i>	<i>3:00 p.m. until 7:00 p.m.</i>
<i>Wednesday, May 17, 2006</i>	<i>Delaware State Fairgrounds Route 13 South/South DuPont Highway Harrington, DE 19952 <u>Dover Building</u></i>	<i>3:00 p.m. until 7:00 p.m.</i>
<i>Friday, May 19, 2006</i>	<i>Delaware Technical and Community College, Terry Campus 100 Campus Drive Dover, DE 19901 <u>Education & Technology Building – Rm 727</u></i>	<i>3:00 p.m. until 7:00 p.m.</i>

You may attend these Fairs if you are enrolled or are eligible to enroll in the State of Delaware Group Health Insurance Program.

If you have any questions, please call the Statewide Benefits Unit at (302) 739-8331.



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